

UNITED STATES INFORMATION AGENCY

69-8
V

CHANGE OF ADDRESS

Honorable Frank J. Shakespeare, Jr.
Director
United States Information Agency
Washington, D. C. 20547

Effective: January 23, 1969

This cancels address card #65-24.

62-99359-328

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. W. C. Sullivan *me vs*

DATE: 1/23/69

FROM : D. J. Brennan, Jr. *HJM*

SUBJECT: DIRECTOR

UNITED STATES INFORMATION AGENCY
CHANGE OF PERSONNEL

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

Frank J. Shakespeare, Jr., has been appointed Director, United States Information Agency. Effective immediately, all mail intended for the personal attention of the Director should be addressed as follows:

Honorable Frank J. Shakespeare, Jr.,
Director
United States Information Agency
Washington, D. C. 20547

A sample card is enclosed.

ACTION:

Refer to the Mechanical Section for appropriate dissemination of address cards to all Bureau officials and stenographers.

Enclosure

- 1 - Mr. Sullivan
- 1 - Mechanical Section
- 1 - Reading Room
- 1 - Mail Room
- 1 - Liaison
- 1 - W. J. McDonnell

(WJM:kw)
(7)

REC-96

62-99359-328

11 JAN 30 1969

M. J. McDonnell

3 FEB 10 1969

*Sent out
1-29-69*

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